



200 North Second Street, Suite 303
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**CITY OF ST. CHARLES, MISSOURI
PLUMBER
OCCUPATION LICENSE APPLICATION
Fiscal Year July 1, 2018 – June 30, 2019**

Company Name

License Holder

Address

City, State, Zip Code

Telephone Number

e-mail

**LICENSE FEE: \$35.00/Year
 \$17.50/1/2 Year**

License Renewal **New License** (check one)

**I (We) hereby make application for a Plumber license for the period beginning
July 1, 2018 and ending June 30, 2019**

Signature of Applicant

Companies whose offices reside in St. Charles County are required to submit a copy of their paid personal property taxes.

Internal Office Use

License No. _____

Bond Expiration Date _____

Prop. Tax _____ Waiver _____

CITY OF ST CHARLES
DEPARTMENT OF COMMUNITY DEVELOPMENT
200 N. SECOND STREET, SUITE 303
ST CHARLES MO 63301

PLUMBER INFORMATION

The City of St Charles accepts testing by International Code Council. To apply for this testing please contact WWW.ICCSAFE.ORG. The plumber may take a 20 question essay test administered by the City of St Charles. The cost of the test is \$50.00 (Ordinance No. 87-106). Please contact Community Development at 636-949-3227 for this testing. **Note:** The City of St. Charles testing is not recognized by any other municipality. The City of St. Charles does accept test results from Experior Assessments (known as block test). Experior is no longer in business, however, if you have taken the block test in the past, this would be acceptable. The City does NOT recognize test results from the Aptitude Certification Unlimited. We also accept testing through St Charles County. Please provide a copy of your license.

When you have passed your plumbers test, you will need to submit the following to be licensed in St. Charles City:

1. **A \$10,000 compliance bond.** NOTE: Bonds for one year or more must expire on June 30th unless you have a continuous bond. If your bond is continuous, it must be stated on the bond. You must submit the original bond to our department. The bond should be made out to the City of St Charles.
2. **A check for \$35 for the plumber license fee.** This license is renewable each year. The license is good from July 1 to June 30 of the following year.

PLEASE NOTE: If plumber is getting the plumber's license after December 31, the plumber's license fee is half price - \$17.50.

3. **A paid personal property tax receipt or tax waiver** in the company name. Companies whose offices reside in **St Charles County** are required to submit a copy of their PAID company personal property taxes or obtain a waiver.
4. **License Application.**
5. If you are running the business from your home, and you reside in St Charles City, you will need to apply for a Home Occupation license.

Questions regarding the above may be directed to the Department of Community Development at 636-949-3227.